

For Six Month Period Ending JUN 16 1998
(Insert date)

I - REGISTRANT

1. (a) Name of Registrant INWARD (b) Registration No. 03844

(c) Business Address(es) of Registrant 1560 Sherman Ave., Suite 307
Evanston, IL 60201

2. Has there been a change in the information previously furnished in connection with the following:

- (a) If an individual:
- | | | |
|-----------------------|------------------------------|-----------------------------|
| (1) Residence address | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Citizenship | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Occupation | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
- (b) If an organization:
- | | | |
|--------------------------|------------------------------|----------------------------------------|
| (1) Name | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| (2) Ownership or control | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| (3) Branch offices | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
- (c) Explain fully all changes, if any, indicated in items (a) and (b) above.

IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4, AND 5(a).

3. If you have previously filed Exhibit C¹, state whether any changes therein have occurred during this 6 month reporting period.
Yes ☐ No ☒

If yes, have you filed an amendment to the Exhibit C? Yes ☐ No ☐

If no, please attach the required amendment.

EX-01 W 51 JUN 1998

¹ The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, and by laws of a registrant that is an organization. (a waiver of the requirement to file an Exhibit C may be obtained for good cause upon written application to the Assistant Attorney General, Criminal Division, Internal Security Section, U.S. Department of Justice, Washington, D.C. 20530.)

4. (a) Have any persons ceased acting as partners, officers, directors or similar officials of the registrant during this 6 month reporting period? Yes ☐ No ☐

If yes, furnish the following information:

Name	Position	Date Connection Ended
------	----------	-----------------------

- (b) Have any persons become partners, officers, directors or similar officials during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name	Residence Address	Citizenship	Position	Date Assumed
------	----------------------	-------------	----------	-----------------

5. (a) Has any person named in item 4(b) rendered services directly in furtherance of the interests of any foreign principal? Yes ☐ No ☐

If yes, identify each such person and describe his service.

- (b) Have any employee or individuals, who have filed a short form registration statement, terminated their employment or connection with the registrant during this 6 month reporting? Yes ☐ No ☒

If yes, furnish the following information:

Name	Position or connection	Date terminated
------	------------------------	-----------------

- (c) During this six month reporting period, has the registrant hired as employees or in any other capacity, any persons who rendered or will render services to the registrant directly in furtherance of the interests of any foreign principal(s) in other than a clerical or secretarial, or in a related or similar capacity? Yes ☒ No ☐

If yes, furnish the following information:

Name	Residence Address	Citizenship	Position	Date Assumed
Gaynor M. Brown	3660 N. Lake Shore Drive, Apt. 3713 Chicago, IL 60613	BRITISH	Bus. Dev. Mgr.	2/2/98

6. Have short form registration statements been filed by all of the persons named in Items 5(a) and 5(c) of the supplemental statement? Yes ☐ No ☒

If no, list names of persons who have not filed the required statement.

II - FOREIGN PRINCIPAL

7. Has your connection with any foreign principal ended during this 6 month reporting period?

Yes ☐No ☒

If yes, furnish the following information:

Name of foreign principal

Date of termination

8. Have you acquired any new foreign principal² during this 6 month reporting period?

Yes ☐No ☒

If yes, furnish following information:

Name and address of foreign principal

Date acquired

9. In addition to those named in Items 7 and 8, if any, list foreign principals² whom you continued to represent during the 6 month reporting period.

INWARD LTD.
Muirfield House
Kelvin Close
Birchwood, Warrington
Cheshire WA3 7PB
United Kingdom

10. **EXHIBITS A AND B**

(a) Have you filed for each of the newly acquired foreign principals in Item 8 the following:

Exhibit A³Yes ☐No ☐Exhibit B⁴Yes ☐No ☐

If no, please attach the required exhibit.

(b) Have there been any changes in the Exhibits A and B previously filed for any foreign principal whom you represented during this six month period?

Yes ☐No ☐

If yes, have you filed an amendment to these exhibits?

Yes ☐No ☒

If no, please attach the required amendment.

² The term "foreign principal" includes, in addition to those defined in section 1(b) of the Act, an individual organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a) (9)). A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those principals for whom he is not entitled to claim exemption under Section 3 of the Act. (See Rule 208.)

³ The Exhibit A, which is filed on form CRM-157 (Formerly OBD-67) sets forth the information required to be disclosed concerning each foreign principal.

⁴ The Exhibit B, which is filed on Form CRM-155 (Formerly OBD-65) sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

III - ACTIVITIES

11. During this 6 month reporting period, have you engaged in any activities for or rendered any services to any foreign principal named in Items 7, 8, and 9 of this statement? Yes ☒ No ☐

If yes, identify each such foreign principal and describe in full detail your activities and services:

INWARD, LTD.

Muirfield House, Kelvin Close

Birchwood, Warrington

Cheshire WA3 7PB UNITED KINGDOM

Promotion of investment into North West England, and the administrative activities necessary to support this promotion.

12. During this 6 month reporting period, have you on behalf of any foreign principal engaged in political activity⁵ as defined below? Yes ☒ No ☐

If yes, identify each such foreign principal and describe in full detail all such political activity, indicating, among other things, the relations, interests and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored or delivered speeches, lectures or radio and TV broadcasts, give details as to dates, places, of delivery, names of speakers and subject matter.

INWARD, LTD.

Muirfield House, Kelvin Close

Birchwood, Warrington

Cheshire, WA3 7PB UNITED KINGDOM

Dissemination of literature and promotional material designed to encourage and foster international trade and investment into the North West of England.

Enclosure: 1 copy of May 1998 Bulletin: NorthWest First

13. In addition to the above described activities, if any, have you engaged in activity on your own behalf which benefits any or all of your foreign principals? Yes ☐ No ☒

If yes, describe fully.

⁵ The term "political activities" means any activity that the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting or changing the domestic or foreign policies of the United States or with reference to political or public interests, policies, or relations of a government, a foreign country or a foreign political party.

IV - FINANCIAL INFORMATION

14. (a) RECEIPTS-MONIES

During this 6 month reporting period, have you received from any foreign principal named in Items 7, 8, and 9 of this statement, or from any other source, for or in the interests of any such foreign principal, any contributions, income or money either as compensation or otherwise? Yes ☒ No ☐

If no, explain why.

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies⁶

Date	From Whom	Purpose	Amount
1/8/98	INWARD-UK	U.S. Office Expenses	\$50,000.00
2/12/98	INWARD-UK	U.S. OFFICE Expenses	\$50,000.00
2/20/98	INWARD-UK	U.S. OFFICE Expenses	\$20,000.00
3/9/98	INWARD-UK	U.S. OFFICE Expenses	\$50,000.00
3/25/98	INWARD-UK	U.S. OFFICE Expenses	\$70,000.00
5/7/98	INWARD-UK	U.S. OFFICE Expenses	\$60,000.00
5/20/98	INWARD-UK	U.S. OFFICE Expenses	\$20,000.00
6/11/98	INWARD-UK	U.S. OFFICE Expenses	\$65,000.00
			<u>\$385,000.00</u>
			Total

Salaries, Administrative costs, travel and entertainment, office expenses

(b) RECEIPTS - FUND RASING CAMPAIGN

During this 6 month reporting period, have you received, as part of a fund raising campaign⁷, any money on behalf of any foreign principal named in items 7, 8, and 9 of this statement? Yes ☐ No ☒

If yes, have you filed an Exhibit D to your registration? Yes ☐ No ☐

If yes, indicate the date the Exhibit D was filed. Date _____.

(c) RECEIPTS-THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value⁹ other than money from any foreign principal named in Items 7, 8, and 9 of this statement, or from any other source, for or in the interests of any such foreign principal?

Yes ☐ No ☒

If yes, furnish the following information:

Name of foreign principal	Date received	Description of thing of value	Purpose
---------------------------	---------------	-------------------------------	---------

^{6, 7} A registrant is required to file an Exhibit D if he collects or receives contributions, loans, money, or other things of value for a foreign principal, as part of a fund raising campaign. (See Rule 201(e).)

⁸ An Exhibit D, for which no printed form is provided, sets forth an account of money collected or received as a result of a fund raising campaign and transmitted for a foreign principal.

⁹ Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

15. (a) DISBURSEMENTS-MONIES

During this 6 month reporting period, have you

(1) disbursed or expended monies in connection with activity on behalf of any foreign named in Items 7, 8, and 9 of this statement? Yes ☒ No ☐

(2) transmitted monies to any such foreign principal? Yes ☐ No ☒

If no, explain in full detail why there were no disbursements made on behalf of any foreign principal.

INWARD does not charge for any services. We provide information about the north West Region of England at no cost to potential inward investors.

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies, including monies transmitted, if any, to each foreign principal.

Date	To Whom	Purpose	Amount
------	---------	---------	--------

CASH-FLOW REPORT ATTACHED: Disbursements from Dec. 17, 1997 through June 16, 1998.

NOTE: Travel and Entertainment expenditures involved **NO U.S. Government officials or media representatives.**

Total

(b) DISBURSEMENTS-THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value¹⁰ other than money in furtherance of or in connection with activities on behalf of any foreign principal named in Items 7, 8, and 9 of this statement?

Yes ☐No ☒

If yes, furnish the following information:

Date disposed	Name of person to whom given	On behalf of what foreign principal	Description of thing of value	Purpose
---------------	------------------------------	-------------------------------------	-------------------------------	---------

(c) DISBURSEMENTS-POLITICAL CONTRIBUTIONS

During this 6 month reporting period, have you from your own funds and on your own behalf either directly or through any other person, made any contributions of money or other things of value¹¹ in connection with an election to any political office, or in connection with any primary election, convention, or caucus held to select candidates for political office?

Yes ☐No ☒

If yes, furnish the following information:

Date	Amount or thing of value	Name of political organization	Name of candidate
------	--------------------------	--------------------------------	-------------------

^{10, 11} Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks" and the like.

V - INFORMATIONAL MATERIALS

16. During this 6 month reporting period, did you prepare, disseminate or cause to be disseminated any informational materials¹²?
 Yes ☒ No ☐

IF YES, RESPOND TO THE REMAINING ITEMS IN SECTION V.

17. Identify each such foreign principal.

INWARD
 Muirfield House, Kelvin Close
 Birchwood, Warrington
 Cheshire WA3 7PB
 UNITED KINGDOM

18. During this 6 month reporting period, has any foreign principal established a budget or allocated a specified sum of money to finance your activities in preparing or disseminating informational materials? Yes ☒ No ☐

If yes, identify each such foreign principal, specify amount, and indicate for what period of time.

INWARD-UK

850,000.00 for the period from April 1, 1998 through March 31, 1999.

19. During this 6 month reporting period, did your activities in preparing, disseminating or causing the dissemination of informational materials include the use of any of the following:

- | | | | |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Radio or TV broadcasts | <input type="checkbox"/> Magazine or newspaper articles | <input type="checkbox"/> Motion picture films | <input checked="" type="checkbox"/> Letters or telegrams |
| <input type="checkbox"/> Advertising campaigns | <input type="checkbox"/> Press releases | <input checked="" type="checkbox"/> Pamphlets or other publications | <input type="checkbox"/> Lectures or speeches |
| <input checked="" type="checkbox"/> Other (specify) Informal presentation to corporate officers | | | |

20. During this 6 month reporting period, did you disseminate or cause to be disseminated informational materials among any of the following groups:

- | | | |
|--------------------------------------------------------------------------------------|------------------------------------------------------------------|---------------------------------------------------|
| <input checked="" type="checkbox"/> Public Officials | <input type="checkbox"/> Newspapers | <input type="checkbox"/> Libraries |
| <input type="checkbox"/> Legislators | <input type="checkbox"/> Editors | <input type="checkbox"/> Educational institutions |
| <input checked="" type="checkbox"/> Government agencies | <input checked="" type="checkbox"/> Civic groups or associations | <input type="checkbox"/> Nationality groups |
| <input checked="" type="checkbox"/> Other (specify) corporations, trade associations | | |

21. What language was used in the informational materials:

☒ English ☐ Other (specify) _____

22. Did you file with the Registration Unit, U.S. Department of Justice a copy of each item of such informational materials disseminated or caused to be disseminated during this 6 month reporting period? Yes ☐ No ☐

23. Did you label each item of such informational materials with the statement required by Section 4(b) of the Act? Yes ☐ No ☐

12 The term informational materials includes any oral, visual, graphic, written, or pictorial information or matter of any kind, including that published by means of advertising, books, periodicals, newspapers, lectures, broadcasts, motion pictures, or any means or instrumentality of interstate or foreign commerce or otherwise. Informational materials disseminated by an agent of a foreign principal as part of an activity in itself exempt from registration, or an activity which by itself would not require registration, need not be filed pursuant to Section 4(b) of the Act.

VI-EXECUTION

In accordance with 28 U.S.C. § 1746, the undersigned swear(s) or affirm(s) under penalty of perjury that he/she has (they have) read the information set forth in this registration statement and the attached exhibits and that he/she is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her (their) knowledge and belief, except that the undersigned make(s) no representation as to truth or accuracy of the information contained in the attached Short Form Registration Statement(s), if any, insofar as such information is not within his/her (their) personal knowledge.

(Date of signature)

(Type or print name under each signature¹³)July 8, 1998C.J. KoralC.J. Koral, Vice-President

¹³ This statement shall be signed by the individual agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions, if the registrant is an organization, except that the organization can, by power of attorney, authorize one or more individuals to execute this statement on its behalf.

RECEIVED
JUL 15 11 10:23
1993

12/17/97 Through 6/16/98

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	12/17/97	551...	American Express	CED (DC)	R	-1,792.70
	12/17/97	5525	Omni Orrington	Dick Clay Visit	R	-703.64
	3/30/98	5631	Holiday Inn	Ian November Visit	R	-659.34
	5/20/98	5678	Omni Orrington	Ian Butson Visit	R	-1,685.14
TOTAL VISITS FROM UK						-4,840.82
VISITS TO UK						
	12/17/97	551...	American Express	CK	R	-501.89
	2/12/98	559...	American Express	CK	R	-81.96
	5/7/98	567...	American Express		R	-4,871.48
TOTAL VISITS TO UK						-5,455.33
Voided Check						
	1/8/98	5541	American Express	rewrote on 5542	R	0.00
TOTAL Voided Check						0.00
West Lancs						
	4/17/98	564...	Direct Response Corporation		R	-3,538.40
	5/1/98	5667	Direct Response Corporation	#1449	R	-1,188.45
TOTAL West Lancs						-4,726.85
WestC...						
Misc. Expenses						
	5/20/98	5692	Paul Roberson	reimburse Paul for startup expenses		-391.73
	6/1/98	5705	Minute Man Press	Custom Printing - 4000 Labels		-263.66
	6/1/98	5709	Paul Roberson	reimburse Paul for startup expenses		-1,155.17
TOTAL Misc. Expenses						-1,810.56
Moving Expenses						
	6/15/98	5720	Allied Van Line	Paul's moving expenses		-2,710.57
TOTAL Moving Expenses						-2,710.57
Phone-Fax						
	5/20/98	5683	Pacific Bell	949-752-5530	R	-144.37
	6/15/98	5718	Pacific Bell	949-752-6304		-178.14
	6/15/98	5719	Pacific Bell	949-752-5530		-164.47
TOTAL Phone-Fax						-486.98
Subscriptions						
	6/15/98	5721	Financial Times	Financial Times		-159.88
TOTAL Subscriptions						-159.88
TOTAL WestCoastOffice						-5,167.99
XMAS VOUCHERS						
	2/12/98	559...	American Express		R	-525.00
TOTAL XMAS VOUCHERS						-525.00
Uncategorized Expenses						
	4/21/98		Balance Adjustment		R	-0.02
TOTAL Uncategorized Expenses						-0.02
TOTAL EXPENSES						-414,289.03
TOTAL INCOME - EXPENSES						-28,728.87

Itemized Categories Report

12/17/97 Through 6/16/98

Page 7

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	6/11/98	EFT...	American Medical Security	Joan Beck		-164.24
	6/11/98	EFT...	American Medical Security	Nicole Komassa		-114.72
	6/11/98	EFT...	American Medical Security	Chris Koral		-416.34
	6/11/98	EFT...	American Medical Security	Roy Lock		-357.87
	6/11/98	EFT...	American Medical Security	Paul Roberson		-241.74
	6/11/98	EFT...	American Medical Security	Georgina Grigson		-114.72
	6/15/98	S	ADP Payroll	salaries		-16,565.82
	6/15/98	S	ADP Payroll	taxes		-4,590.36
	6/15/98	S	ADP Payroll	fees		-57.28
TOTAL SALARIES						-132,215.92
T & E:						
Entertainment						
	12/17/97	551...	American Express	CK	R	-416.10
TOTAL Entertainment						-416.10
Travel						
	12/17/97	551...	American Express	All	R	-8,580.13
	1/8/98	554...	American Express	CK, PAR, CED, RL	R	-1,728.00
	2/12/98	559...	American Express		R	-6,660.37
	3/23/98	5628	American Express	feb. 1998 billing	R	-9,660.90
	5/7/98	567...	American Express		R	-117.31
TOTAL Travel						-26,746.71
T & E-Other						
	5/7/98	567...	American Express		R	-5,945.50
	5/8/98	5672	American Express	April 1998 billing	R	-24,993.81
	6/11/98	5710	American Express	May, 1998 billing		-13,577.76
TOTAL T & E-Other						-44,517.07
TOTAL T & E						-71,679.88
TELEM...						
Bulletin #4						
	6/1/98	5700	Media Visions, Inc.	3000 May 1998 Bulletins		-1,687.00
	6/16/98	5727	Media Visions, Inc.	3000 May 1998 Bulletins		-1,046.00
TOTAL Bulletin #4						-2,733.00
TELEMARKETING-Other						
	1/8/98	5547	Direct Response Corporation	O Cty #1312,1316, 1320	R	-3,585.30
	2/6/98	5586	Direct Response Corporation	#1336, 1341, 1329	R	-3,224.55
	2/23/98	5603	Direct Response Corporation	#1323, 1325, 1349, 1360	R	-4,223.85
	3/12/98	560...	The Direct Response Corporation	Arizona projects	R	-502.75
	3/12/98	560...	The Direct Response Corporation		R	-245.00
	3/18/98	5626	Direct Mail Services	Inward Brochure	R	-650.00
	4/17/98	5659	Don Byck	invoice #98033115	R	-1,437.50
	4/21/98	5660	Odell & Simms Associates		R	-4,800.00
	6/11/98	5711	Direct Mail Services	Inward Brochure		-713.83
	6/15/98	5725	Odell & Simms Associates	invoice #7385		-7,500.00
TOTAL TELEMARKETING-Other						-26,882.78
TOTAL TELEMARKETING						-29,615.78
Training						
	5/7/98	567...	American Express		R	-995.00
	5/20/98	5677	L.A. Cellular	mobile phone Acct.\$31387624	R	-98.82
TOTAL Training						-1,093.82
VISITS FROM UK						

Itemized Categories Report

12/17/97 Through 6/16/98

Page 6

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	2/6/98	5584	Standard & Poors	3 volume register	R	-808.92
	2/12/98	5589	Dun & Bradstreet	CD Rom & Qtrly	R	-1,207.00
	3/30/98	5634	Grey House Publishing	Business Directory/GB	R	-187.50
	3/30/98	5641	Fortune Magazine	Subscription renewal 4/98	R	-59.95
	5/1/98	5666	Dun & Bradstreet	5000-99999 Meter credit CD Rom	R	-1,000.00
	5/7/98	567...	American Express		R	-1,541.00
	5/20/98	5676	Wall St. Journal	sub renewal 6/98	R	-175.00
	5/20/98	5679	Crain's Chicago Business	sub. renewal 6/98	R	-89.00
	5/20/98	5687	The Economist	sub. renewal 6/98		-47.50
	6/15/98	5724	North Carolina Biotechnology Center	CED- NC Directory		-40.00
TOTAL RESRCH-PUBICAT						-7,438.52
SALARIES						
	1/8/98	EFT...	American Medical Security	Joan Beck	R	-164.24
	1/8/98	EFT...	American Medical Security	Nicole Komassa	R	-114.72
	1/8/98	EFT...	American Medical Security	Chris Koral	R	-416.34
	1/8/98	EFT...	American Medical Security	Roy Lock	R	-357.87
	1/8/98	EFT...	American Medical Security	Paul Roberson	R	-241.74
	1/8/98	EFT...	American Medical Security	Georgina Grigson	R	-344.16
	1/13/98	EFT...	ADP Payroll	salaries	R	-13,382.24
	1/13/98	EFT...	ADP Payroll	taxes	R	-5,027.96
	1/13/98	EFT...	ADP Payroll	fees	R	-114.75
	2/1/98	EFT...	American Medical Security	Joan Beck	R	-164.24
	2/1/98	EFT...	American Medical Security	Nicole Komassa	R	-114.72
	2/1/98	EFT...	American Medical Security	Chris Koral	R	-416.34
	2/1/98	EFT...	American Medical Security	Roy Lock	R	-357.87
	2/1/98	EFT...	American Medical Security	Paul Roberson	R	-241.74
	2/1/98	EFT...	American Medical Security	Georgina Grigson	R	-114.72
	2/13/98	EFT...	ADP Payroll	salaries	R	-15,834.90
	2/13/98	EFT...	ADP Payroll	taxes	R	-5,564.36
	2/13/98	EFT...	ADP Payroll	fees	R	-57.28
	2/13/98	EFT...	ADP Payroll	salaries	R	-284.00
	3/2/98	EFT...	American Medical Security	Joan Beck	R	-164.24
	3/2/98	EFT...	American Medical Security	Nicole Komassa	R	-114.72
	3/2/98	EFT...	American Medical Security	Chris Koral	R	-416.34
	3/2/98	EFT...	American Medical Security	Roy Lock	R	-357.87
	3/2/98	EFT...	American Medical Security	Paul Roberson	R	-241.74
	3/2/98	EFT...	American Medical Security	Georgina Grigson	R	-114.72
	3/11/98	S	Balance Adjustment	adjustment to ADP Feb. 1998 fees	R	449.02
	3/13/98	EFT...	ADP Payroll	salaries	R	-15,978.91
	3/13/98	EFT...	ADP Payroll	taxes	R	-4,752.13
	3/13/98	EFT...	ADP Payroll	fees	R	-57.28
	3/30/98	EFT...	American Medical Security	Joan Beck	R	-164.24
	3/30/98	EFT...	American Medical Security	Nicole Komassa	R	-114.72
	3/30/98	EFT...	American Medical Security	Chris Koral	R	-416.34
	3/30/98	EFT...	American Medical Security	Roy Lock	R	-357.87
	3/30/98	EFT...	American Medical Security	Paul Roberson	R	-241.74
	3/30/98	EFT...	American Medical Security	Georgina Grigson	R	-114.72
	4/17/98	EFT...	ADP Payroll	salaries	R	-16,254.84
	4/17/98	EFT...	ADP Payroll	taxes	R	-4,516.55
	4/17/98	EFT...	ADP Payroll	fees	R	-63.28
	5/1/98	EFT...	American Medical Security	Joan Beck	R	-164.24
	5/1/98	EFT...	American Medical Security	Nicole Komassa	R	-114.72
	5/1/98	EFT...	American Medical Security	Chris Koral	R	-416.34
	5/1/98	EFT...	American Medical Security	Roy Lock	R	-357.87
	5/1/98	EFT...	American Medical Security	Paul Roberson	R	-241.74
	5/1/98	EFT...	American Medical Security	Georgina Grigson	R	-114.72
	5/15/98	EFT...	ADP Payroll	salaries	R	-16,197.28
	5/15/98	EFT...	ADP Payroll	taxes	R	-4,343.73
	5/15/98	EFT...	ADP Payroll	fees	R	-57.28
	5/20/98	5691	Charles Dabich	May salary increase		-277.49

Itemized Categories Report

12/17/97 Through 6/16/98

Page 5

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	1/27/98	5568	Quill Corporation	20 reams laser paper	R	-230.19
	1/28/98	5570	Evanston Postmaster	Postage - Mail Shot	R	-665.00
	1/30/98	5575	Reliable Office Products	misc. office supplies	R	-11.86
	1/30/98	5576	Ambassador Office Equipment	sales tax on invoice 1473171	R	-43.70
	1/30/98	5577	Viking Office Supplies	misc.	R	-200.10
	2/6/98	5580	Mail Boxes	invoice #1544	R	-53.35
	2/6/98	5587	Reliable Office Products	misc. office supplies	R	-80.96
	2/12/98	559...	American Express		R	-54.08
	2/13/98	5601	Quill Corporation	inward labels	R	-90.60
	2/13/98	5602	Office Depot	misc. office supplies	R	-161.58
	3/13/98	5610	Quill Corporation	misc. ofc. spls.	R	-72.98
	3/13/98	5617	Viking Office Supplies	misc.	R	-56.06
	3/13/98	5618	Reliable Office Products	20 reams paper	R	-171.15
	3/30/98	563...	IDG		R	-246.00
	3/30/98	5640	Evanston Postmaster	Quantity Stamps	R	-326.00
	4/17/98	5654	Quill Corporation	laser cartridges, etc.	R	-390.85
	4/17/98	5656	Office Depot	new typewriter	R	-739.25
	5/20/98	5688	Quill Corporation	laser cartridges, etc.	R	-317.56
	5/20/98	5690	Evanston Postmaster	1300 pc. bulletin mailing	R	-1,000.00
	6/1/98	5694	Mail Boxes	invoice #2083		-54.59
	6/1/98	5695	Ambassador Office Equipment	2 cartons fax paper		-445.00
	6/1/98	5703	Quill Corporation	misc. office supplies		-102.58
	6/1/98	5707	Evanston Postmaster	700 pc WCO announcement mailing		-630.00
	6/16/98	5728	Office Depot	misc. office		-580.34
TOTAL Supplies						<u>-9,559.17</u>
TOTAL OFFICE EXPENSE						<u>-45,210.21</u>
PAUL'S...						
Phone						
	12/17/97	5524	Ameritech	864-5979 thru Dec. 1, 1997	R	-22.59
	1/14/98	5552	Ameritech	864-5979 thru 1/1/98	R	-21.20
	1/14/98	5553	MCI One	864-5979 thru 12/28/97	R	-5.83
	2/6/98	5585	MCI One	864-5979	R	-24.36
	2/12/98	5593	Ameritech	864-5979 thru 2/1/98	R	-21.82
	3/13/98	5621	Ameritech	864-5979 thru 3/1/98	R	-27.01
	4/17/98	5645	MCI One	Long distance thru 3/28/98	R	-101.86
	4/17/98	5653	Ameritech	864-5979 thru 4/1/98	R	-23.21
	5/20/98	5681	Ameritech	Paul's final Evanston bill thru 5/1/98	R	-7.32
TOTAL Phone						<u>-255.20</u>
TOTAL PAUL'S EXPENSES						<u>-255.20</u>
Petty Cash						
	12/30/97	5539	Cash	#21	R	-500.00
	1/21/98	5560	Cash	#22	R	-500.00
	1/30/98	5578	Cash		R	-1,000.00
	2/12/98	5599	Cash	#24	R	-500.00
	3/6/98	5607	Cash	#25	R	-500.00
	3/23/98	5627	Cash	#26	R	-500.00
	4/1/98	5642	Cash		R	-500.00
	4/21/98	5661	Cash		R	-500.00
	5/7/98	5671	Cash		R	-1,000.00
	5/20/98	5674	Cash			-500.00
	5/20/98	5693	Cash			-500.00
TOTAL Petty Cash						<u>-6,500.00</u>
RESRCH-PUBLICAT						
	1/8/98	554...	American Express	NK	R	-29.00
	1/27/98	5561	Business Marketing	Subscription renewal		-39.00
	1/27/98	5563	Chicago Tribune	Subscription renewal -6months	R	-53.75
	2/6/98	5583	Dun & Bradstreet	directories - 2 invoices 2598, 6498	R	-2,160.90

Itemized Categories Report

12/17/97 Through 6/16/98

Page 4

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	3/13/98	5622	Sparkling Spring	office water	R	-28.40
	3/13/98	5625	Media Visions, Inc.	Business reply card layout & print	R	-1,037.00
	4/17/98	5652	Sparkling Spring	office water thru 3/31/98	R	-60.67
	4/21/98	5662	Franks' Nursery & Crafts	5 picture frames	R	-99.37
	5/1/98	TXFR	Banc One Card Purchase	CK menswear	R	-61.32
	5/20/98	5684	Sparkling Spring	water thru 4/30/98	R	-66.18
	6/1/98	5698	Prime Telecommunications	service call		-85.00
	6/1/98	5708	FARA	Foreign Principal Fee - U.S. Dept of J...		-305.00
	6/15/98	5714	Sparkling Spring	water thru 5/30/98		-34.68
TOTAL Other						-4,209.73
Phone-Fax						
	12/17/97	5520	MCI One	all lines long distance	R	-663.51
	12/30/97	5532	Ameritech	328-8844 thru Dec. 22, 1997	R	-211.83
	12/30/97	5534	Cellular One	monthly cell phone charges	R	-104.68
	12/30/97	5540	Ameritech Credit Corporation	phone lease #28 of 36	R	-234.57
	1/8/98	5544	MCI One	all lines long distance	R	-416.66
	1/30/98	5571	Ameritech	328-8844	R	-231.20
	1/30/98	5573	Ameritech Credit Corporation	phone lease #29 of 36	R	-234.57
	1/30/98	5574	Cellular One	both cell phones thru 2/6/98	R	-151.38
	2/6/98	5582	MCI One	long distance thru 1/28/98	R	-560.38
	3/13/98	5613	Ameritech	328-8844 thru 2/22/98	R	-265.27
	3/13/98	5615	Cellular One	both cell phones thru 3/6/98	R	-175.02
	3/13/98	5616	Ameritech Credit Corporation	phone lease 30 of 36	R	-234.57
	3/13/98	5620	MCI One	328-8844 long distance thru 2/28/98	R	-929.44
	3/30/98	5633	Ameritech Credit Corporation	phone lease 31 of 36	R	-234.57
	3/30/98	5636	Cellular One	both cell phones thru 3/18/98	R	-267.32
	4/17/98	5646	MCI One	Long distance thru 3/28/98	R	-1,022.20
	4/17/98	5650	Ameritech	ISDN Line 864-4903 thru 4/1/98	R	-342.29
	4/17/98	5651	Ameritech	864-2064 thru 4/1/98	R	-108.49
	4/17/98	5657	Ameritech	328-8844 thru 3/22/98	R	-256.76
	5/1/98	5664	Cellular One	cell phones thru 4/6/98	R	-506.58
	5/1/98	5669	Ameritech	328-8844 thru 4/22/98	R	-290.72
	5/20/98	5689	MCI One	Long distance thru 3/28/98	R	-853.72
	6/1/98	5697	Cellular One	cell phones thru 5/6/98		-435.52
	6/1/98	5699	Ameritech Credit Corporation	phone lease payment 33 of 36		-234.57
	6/15/98	5713	Ameritech	328-8844		-240.50
	6/15/98	5715	MCI One	3 invoices		-1,763.29
	6/15/98	5716	Ameritech	864-2064 thru 6/1/98		-91.41
TOTAL Phone-Fax						-11,061.02
Rent						
	12/30/97	5536	Cushman & Wakefield	January Rent 1998	R	-3,266.12
	1/27/98	5564	Cushman & Wakefield	Feb. 1998 office rent	R	-3,270.76
	2/27/98	5605	Cushman & Wakefield	Mar. 1998 office rent	R	-3,302.13
	3/30/98	5638	Cushman & Wakefield	April 1998	R	-3,341.32
	4/30/98	5663	Cushman & Wakefield	May 1998 office rent	R	-2,217.04
	6/1/98	5701	Cushman & Wakefield	June 1998 Rent		-2,217.04
TOTAL Rent						-17,614.41
Supplies						
	12/17/97	551...	American Express	CK	R	-714.87
	12/17/97	5528	Quill Corporation	misc. ofc. spls.	R	-89.21
	12/17/97	5529	Office Depot	misc. ofc. spls.	R	-91.29
	12/30/97	5533	Fed Express	11 airbills	R	-174.00
	1/8/98	5545	IDG	Printing expenses	R	-458.60
	1/13/98	5549	Mail Boxes	invoice #1234	R	-43.85
	1/14/98	5555	Office Depot	misc. office supplies	R	-161.58
	1/14/98	5557	Quill Corporation	misc. ofc. spls.	R	-465.99
	1/27/98	5562	Ambassador Office Equipment	2 cartons fax paper	R	-350.00
	1/27/98	5567	Reliable Mail Services, Inc.	Mail Shot	R	-286.00

Itemized Categories Report

12/17/97 Through 6/16/98

Page 1

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
INCOME						
ADP credit						
	2/17/98	DEP	Deposit	reimbursement of taxes withheld on G...		488.00
TOTAL ADP credit						<u>488.00</u>
MONEY FROM HOME						
	1/8/98	DEP	Deposit	Money from Home	R	50,000.00
	2/12/98		Deposit	Money From Home	R	50,000.00
	2/20/98	DEP	Deposit	Money From Home	R	20,000.00
	3/9/98	DEP	Deposit	Money From Home	R	50,000.00
	3/25/98	DEP	Deposit	money from home	R	70,000.00
	5/7/98	DEP	Deposit	Money from home	R	60,000.00
	5/20/98	DEP	Deposit	Money from home	R	20,000.00
	6/11/98	DEP	Deposit	Money From Home		65,000.00
TOTAL MONEY FROM HOME						<u>385,000.00</u>
OTHER INCOME						
	3/24/98	DE...	Deposit	roy-avis refund	R	4.05
	3/24/98	DE...	Deposit	quill refund	R	29.71
	3/26/98	DEP	Deposit	stamps payment - NK	R	38.40
TOTAL OTHER INCOME						<u>72.16</u>
TOTAL INCOME						<u>385,560.16</u>
EXPENSES						
bank fee						
	2/24/98		Service Charge		R	-34.21
	3/24/98		Service Charge		R	-144.43
TOTAL bank fee						<u>-178.64</u>
BRM Account						
	1/21/98	5558	The Evanston Postmaster	start up fees + stamps	R	-450.00
	2/6/98	5588	The Evanston Postmaster	initial deposit	R	-100.00
TOTAL BRM Account						<u>-550.00</u>
Cheshire						
	12/17/97	551...	American Express	CK, CED, RL	R	-1,461.75
	4/17/98	564...	Direct Response Corporation		R	-883.70
TOTAL Cheshire						<u>-2,345.45</u>
Cheshire BG						
	5/7/98	567...	American Express		R	-882.98
TOTAL Cheshire BG						<u>-882.98</u>
Cheshire CMP						
	3/12/98	560...	The Direct Response Corporation	Cheshire D&B list 1	R	-1,911.30
	3/12/98	560...	The Direct Response Corporation	Cheshire List /Arizona	R	-958.55
	3/23/98	5630	Direct Response Corporation	#1403	R	-561.50
	5/7/98	567...	American Express		R	-2,668.00
TOTAL Cheshire CMP						<u>-6,099.35</u>
CJK Ex...						
Electric						
	12/17/97	5523	ComEd	739 Central thru 12/03/97	R	-79.71
	1/8/98	5546	ComEd	739 Central thru 1/06/98	R	-108.58
	2/6/98	5579	ComEd	739 Central thru 2/4/98	R	-79.98

Itemized Categories Report

12/17/97 Through 6/16/98

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	5/20/98	5682	Ameritech	ISDN 864-4903 thru 5/1/98	R	-318.86
	6/1/98	5696	Compu Electronics	2 invoices: #022252, #022235		-379.65
	6/15/98	5712	Compu Electronics	service call		-180.00
	6/15/98	5722	Ameritech Credit Corporation	ISDN Line		-326.26
TOTAL IT LINK						-5,718.45
MCMP						
	12/17/97	551...	American Express	RL, CED	R	-2,088.25
	12/17/97	5526	Fed Express	FedEx Duty & taxes - pkg to TMP	R	-49.09
	12/17/97	5530	Odell & Simms	invoices: 7230, 7248, 7271, 7266	R	-10,150.00
	1/8/98	554...	American Express	CK, PAR, CED, RL	R	-1,217.17
	1/27/98	5565	Odell & Simms	Jan. Mgmt. Fees	R	-10,000.00
	1/27/98	5566	Odell & Simms	#1327	R	-745.25
	2/12/98	559...	American Express	PAR, CED, NK	R	-861.95
	2/23/98	5604	Odell & Simms	#7303	R	-8,000.00
	3/30/98	563...	IDG		R	-246.00
	3/30/98	5639	Odell & Simms	7319	R	-7,000.00
	5/7/98	567...	American Express		R	-1,408.54
TOTAL MCMP						-41,766.25
OFFIC...						
Equip Lease						
	12/30/97	5535	Pitney Bowes Credit Corporation	monthly copier lease	R	-70.04
	12/30/97	5537	Pitney Bowes Credit Corporation	copies fee	R	-58.69
	1/30/98	5572	Pitney Bowes Credit Corporation	monthly lease payment	R	-70.04
	3/13/98	5614	Pitney Bowes Credit Corporation	monthly lease payment	R	-70.04
	3/30/98	5637	Pitney Bowes Credit Corporation	monthly lease payment	R	-70.04
	4/17/98	5644	Pitney Bowes Credit Corporation	maintenance usage charges	R	-72.68
	5/1/98	5665	Ameritech Credit Corporation	phone lease payment 32 of 36	R	-234.57
	5/20/98	5685	Pitney Bowes Credit Corporation	monthly copier lease	R	-70.04
	6/1/98	5702	Pitney Bowes Credit Corporation	monthly copier lease		-70.04
TOTAL Equip Lease						-786.18
FedEx						
	1/14/98	5556	Fed Express	13 airbills	R	-201.50
	2/12/98	5596	Fed Express	9 airbills	R	-118.25
	3/13/98	5619	Fed Express	24 airbills	R	-330.20
	4/17/98	5643	Fed Express	2 airbills	R	-24.75
TOTAL FedEx						-674.70
Insurance						
	12/17/97	5515	CNA Insurance	additional premium re: audit	R	-692.00
	2/12/98	5600	CNA Insurance	increase in workman's comp	R	-408.00
TOTAL Insurance						-1,100.00
L&P Fees						
	1/13/98	5548	Evanston Chamber of Commerce	Membership Renewal	R	-180.00
	2/12/98	559...	American Express	SAE BADGE	R	-25.00
TOTAL L&P Fees						-205.00
Other						
	12/17/97	5521	Sparkling Spring	office water	R	-6.00
	12/17/97	5522	Prime Telecommunications	programming voice mail	R	-85.00
	12/30/97	5538	FARA Registration Unit	Foreign Principal Fee - U.S. Dept of J...	R	-305.00
	1/8/98	554...	American Express	Xmas Gift, Office Party	R	-95.12
	1/8/98	5543	Sparkling Spring	office water	R	-39.67
	1/21/98	5559	Starbucks Coffee	3 lbs coffee	R	-31.35
	2/12/98	5592	Media Visions, Inc.	Jan. 1998 Bulletin print job	R	-1,809.00
	2/12/98	559...	American Express	carryover from last invoice	R	-10.00
	2/12/98	5595	Sparkling Spring	office water	R	-50.97

Itemized Categories Report

12/17/97 Through 6/16/98

Page 2

Cat/Sub	Date	Num	Description	Memo	Clr	Amount
	3/13/98	5624	ComEd	739 Central thru 3/3/98	R	-79.77
	4/17/98	5655	ComEd	4/03/98	R	-79.27
	5/20/98	5686	ComEd	739 Central thru 5/4/98	R	-75.37
	6/15/98	5717	ComEd	739 Central thru 6/4/98		-67.76
TOTAL Electric						-570.44
Gas						
	12/17/97	5519	Nicor Gas	739 Central thru 12/5/97	R	-147.06
	1/14/98	5554	Nicor Gas	739 Central thru 1/6/98	R	-165.99
	2/12/98	5597	Nicor Gas	739 Central thru 2/5/98	R	-157.70
	3/13/98	5623	Nicor Gas	739 Central thru 3/5/98	R	-101.41
	4/17/98	5648	Nicor Gas	739 Central thru 4/3/98	R	-110.74
	5/20/98	5675	Nicor Gas	739 Central thru 5/3/98		-64.92
TOTAL Gas						-747.82
Phone-Fax						
	12/17/97	5518	Ameritech	864-2064 thru 12/1/97	R	-99.45
	1/14/98	5551	Ameritech	864-2064 THRU 1/1/98	R	-98.47
	2/12/98	5591	Ameritech	864-2064 thru 2/1/98	R	-102.15
	3/13/98	5609	Ameritech	864-2064 thru 3/1/98	R	-76.64
	5/20/98	5680	Ameritech Credit Corporation	864-2064 thru 5/1/98	R	-105.95
TOTAL Phone-Fax						-482.66
Relocation 98						
	6/12/98	5706	Prairie Shore Properties			-4,350.00
TOTAL Relocation 98						-4,350.00
Rent						
	12/17/97	5527	HFS Mobility Services	Dec. 22, 1997-Jan. 21, 1998	R	-2,700.00
	12/30/97	5531	HFS Mobility Services	Jan. 22 - Feb. 21, 1997	R	-2,700.00
	1/27/98	5569	HFS Mobility Services	Feb. 22-March 21, 1998	R	-2,700.00
	2/27/98	5606	HFS Mobility Services	Mar. 22-April 21, 1998	R	-2,700.00
	3/30/98	5632	HFS Mobility Services	April 22-May 21, 1998	R	-2,700.00
	5/1/98	5668	HFS Mobility Services	May 22 - June 21, 1998	R	-2,700.00
	6/1/98	5704	HFS Mobility Services	June 22 - July 21, 1998		-2,700.00
TOTAL Rent						-18,900.00
Water						
	12/17/97	5516	City of Evanston	billing from 9/5-11/4/97	R	-52.37
	2/12/98	5598	City of Evanston	billing from 11/4/97 -1/6/98	R	-28.93
	4/17/98	5647	City of Evanston	739 Central thru 3/5/98	R	-26.00
	6/15/98	5723	City of Evanston	739 Central thru 5/10/98		-41.35
TOTAL Water						-148.65
TOTAL CJK Expenses						-25,199.57
Cumbria CMP						
	3/23/98	5629	Odell & Simms	#7331	R	-10,000.00
	4/17/98	5658	Odell & Simms	invoice #7340	R	-6,750.00
	5/7/98	567...	American Express		R	-73.00
TOTAL Cumbria CMP						-16,823.00
IT LINK						
	12/17/97	551...	American Express	RL	R	-810.35
	12/17/97	5517	Ameritech	ISDN Line 864-4903 -12/1/97	R	-157.57
	1/14/98	5550	Ameritech	ISDN LINE 864-4903	R	-213.15
	2/6/98	5581	Compu Electronics	parts & labor	R	-1,049.77
	2/12/98	5590	Ameritech	ISDN Line thru 2/1/98	R	-243.90
	2/12/98	559...	American Express		R	-119.95
	3/13/98	5611	Ameritech	ISDN Line 864-4903	R	-304.68
	3/13/98	5612	Compu Electronics	configuring Win95 - GG	R	-135.00
	5/11/98	5673	Micro Warehouse	lan purchase of 4/27/98	R	-1,479.31